MT+ KA229 Partnership Dashboard

The **Partnership Dashboard** is available as of call year 2018 for KA229 - School Exchange Partnerships projects in Mobility Tool+.

It provides project coordinators an overview of the status of all partner projects. It also enables the coordinator to **submit the final beneficiary reports** for all partners at the same time (when appropriate). All partners can access the dashboard in their own split project, but only the coordinator can submit the final beneficiary reports to the relevant National Agencies.

Relevant for...

Call Year	Key Action	Action
2018	KA2 - Cooperation for innovation and the exchange of good practices	KA229 - School Exchange Partnerships

1. The Partnership Dashboard

Explanation and illustration

For the project coordinator, the **Partnership Dashboard** lists all the partners in the joint project. For the other partners, the dashboard lists their own project and the coordinator's project. The following information is available:

1. **Grant Agreement Number**, linked to the actual project in Mobility Tool+
2. **Organisation** name
3. **OID**
4. **Project status**
5. An indication of which partner is the **Coordinator** of the joint project
6. An indication of whether a partner's report is **included in the joint partnership report**

1.1. Project statuses

Every partner's project progress is reflected in the dashboard via one of the following statuses:

- **Follow-up:** The project has been created in Mobility Tool+ and project details can be added.
- **Processing**: The beneficiary report has been generated and is saved as a draft. This includes the case where a report that is Ready to submit has been reverted to a draft using the Return to draft option.
- **Ready to submit:** The partner has completed the report and the project is locked. It awaits submission by the coordinator.
- **Submit in progress:** The button **Submit All Reports** has been clicked by the coordinator.
- **Submitted**: Partner report has been successfully submitted. All reports submitted by the coordinator should display the status submitted, unless unlinked by the National Agency of the coordinating organisation.
- **Finalised**: The project has been finalised.
- **Terminated with eligible costs:** The project has been processed as terminated with eligible costs.
- **Terminated no costs**: The project has been processed as terminated with no costs.

2. Submitting the partnership report

Explanation and illustration

When all partner school reports are marked as **Ready to submit**, the coordinator will be able to submit them at the same time by clicking the **Submit partnership report** button.

Partnership Dashboard

The joint partnership final report is submitted in three steps. First, the coordinator school must finalise the partnership report and make sure that all activities have been included. Once their work has been completed, the coordinator school marks the report as ready for submission. In the second step, the partner schools must finalise their part of the report and confirm they agree with the information provided by the coordinator. When ready, the partner schools also declare they are ready for submission. Finally, once all partner schools have declared that they are ready, the coordinator school can submit the complete partnership report.

Ready to submit
100%

Submit partnership report

Grant Agreement No. ▲	Organisation	OID	Project Status	Coordinator	Included in joint partnership report
2018-1-FR01-KA229-050543_1 ☑	YcBFeRcrhW	E10026943	Ready to submit	✔	✔
2018-1-FR01-KA229-050543_3 ☑	byisIHYDBG	E10206054	Ready to submit	✖	✔
2018-1-FR01-KA229-050543_2 ☑	qtNIkGRTlv	E10187233	Ready to submit	✖	✔

During submission, the project statuses are updated accordingly.

Partnership Dashboard

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Ongoing submission
00%

Grant Agreement No. ▲	Organisation	OID	Project Status	Coordinator	Included in joint partnership report
2018-1-FR01-KA229-050543_1 ☑	YcBFeRcrhW	E10026943	Submit in progress	✔	✔
2018-1-FR01-KA229-050543_3 ☑	byisIHYDBG	E10206054	Submit in progress	✖	✔
2018-1-FR01-KA229-050543_2 ☑	qtNIkGRTlv	E10187233	Submit in progress	✖	✔

When the submission to the National Agency's Project Management system is complete, the project status displays **Submitted**.

Partnership Dashboard

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Grant Agreement No. ▲	Organisation	OID	Project Status	Coordinator	Included in joint partnership report
2018-1-FR01-KA229-050543_1 ☑	YcBFeRcrhW	E10026943	Submitted	✔	✖
2018-1-FR01-KA229-050543_3 ☑	byisIHYDBG	E10206054	Submitted	✖	✖
2018-1-FR01-KA229-050543_2 ☑	qtNIkGRTlv	E10187233	Submitted	✖	✖

In the **Reports** tab of the project the submission status is also updated.

Project 2018-1-FR01-KA229-050543_1 submitted   Details   Organisations   Contacts   Project Management and Implementation   Learning, Teaching and Training Activities

Special Costs   Other Project Events   Budget   Reports   Partnership Dashboard

Beneficiary Reports

Final Beneficiary Report

Submitted

Draft	Ready to submit	Submission in progress	**Submitted**	NA Validated with eligible cost	Terminated with eligible cost
31/03/2020	31/03/2020	31/03/2020	31/03/2020		

Beneficiary Report has been successfully submitted. Please wait for the assessment of your National Agency

Download Beneficiary Report

3. Unlinking a partner project

Explanation and illustration

If necessary, the **National Agency of the coordinating organisation** can **unlink a partner project** if:

- the partner project final beneficiary report is not ready for submission, or
- the project should be considered for termination.

If the **National Agency of a partner organisation** wishes to request additional information from that organisation, the partner's project is unlinked automatically from the other projects.

Once the partner project is unlinked, it can be processed further alone, allowing the coordinator to submit all other reports that are ready for submission.

In the Partnership Dashboard, the unlinked project is still visible, but marked as **unlinked,** by an X in the **Included in joint partnership report** column.

The **Submit partnership report** button is active, as all linked projects are **Ready to submit**.

Related Articles

- MT+ KA229 Other Project Events
- MT+ KA229 Partnership Dashboard
- MT+ KA229 School Exchange Partnerships Index
- MT+ KA229 Learning, Teaching and Training Activities
- MT+ KA229 School Exchange Partnerships Overview